



**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
EXAMINER II (LABORATORY FIELD SERVICES)  
OPEN EXAMINATION  
CONTINUOUS TESTING**

SW75-7946 5HAAD

Bulletin Release Date: February 25, 2015

This bulletin supersedes the bulletin released on December 17, 2014



The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

**WHO SHOULD APPLY:** Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may take this examination, which is competitive.

**HOW TO APPLY:** Applications must be submitted via the U.S. Postal Service or hand delivered to the Department of Public Health Human Resources Office (hours are 8:00 AM to 5:00 PM). Standard State Applications (STD. 678) can be found at: <http://jobs.ca.gov/pdf/std678.pdf>. Submit Standard State Application to:

**Mailing Address:**

California Department of Public Health  
Selection & Certification Unit  
MS 1700-1702  
P.O. Box 997378  
Sacramento, CA 95899-7378

**File in Person Address:**

California Department of Public Health  
Selection & Certification Unit  
1501 Capitol Avenue, Suite 71.1501  
Sacramento, CA 95814  
Telephone: (916) 552-9212

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD OR THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES. ALSO, THE DEPARTMENT OF PUBLIC HEALTH WILL NOT ACCEPT APPLICATIONS SENT ONLINE, VIA INTER-AGENCY MAIL OR FAX.**

**CROSS FILING INFORMATION:** If you meet the entrance requirements for this classification and for Examiner I, Laboratory Field Services, you may file for both examinations on a single application. You must indicate the class title(s) for each examination you are applying on the application Form STD. 678.

**FINAL FILING DATE:** The testing office has established the following application cut-off dates: June 17 and December 17. Submission of applications after the cut-off dates will not be accepted for the current examination, but will be held for the next scheduled examination.

**TESTING PERIOD:** A candidate may be tested only once during any testing period. The testing period for this classification is January 1 through December 31

**SALARY RANGES:** \$4723 - \$6323 per month.

**EMPLOYEE BENEFITS:**

In addition to the salary above the California Department of Public Health offers benefits in the following areas:

- Health, Dental, and Vision
- Cash Benefit Programs
- Disability Insurance
- Work, Home, and Family
- Beneficiary and Survivor Benefits
- Awards
- Retirement and Separation Benefits
- Flexible Schedules
- Public Transit Reimbursement (limits apply)

A complete description of all benefits may be viewed at <http://www.calhr.ca.gov/Pages/home.aspx>

**IDENTIFICATION REQUIREMENT:** Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

**POSITION DESCRIPTION:** This is the staff specialist level of the Examiner series. Under general direction, the incumbent develops and administers a complex area of Laboratory Field Services, such as evaluation of licensing personnel, biologics licensing, and evaluation and approval of clinical laboratory training facilities; provides guidance in his/her area of specialization to Examiners I, Laboratory Field Services; and performs other related duties.

Positions exist with the Department of Public Health in Contra Costa and Los Angeles Counties.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:** It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications **must** include “to” and “from” dates (month/day/year), time base, job titles and/or civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree. **Applications received without this information will be rejected. Applicants must submit a copy of unofficial transcripts along with the application when using education to meet the entrance requirements for this examination.**

**MINIMUM QUALIFICATIONS:** Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as Either I, or II, or III, etc.

Possession of a valid license as a clinical laboratory bio-analyst or scientist, or certification as a public health microbiologist issued by the California State Department of Public Health. (Applicants who do not possess the required license or certification will be admitted to the examination, but they must secure a license or certificate before they will be considered for appointment.)

**AND**

**Either I**

Two years of experience performing the duties of an Examiner I, Laboratory Field Services, in California state service.

**Or II**

Experience: Five years of increasingly responsible experience in a clinical or public health laboratory, three years of which must have involved one or a combination of the following:

1. Field consultation experience in the clinical or public health laboratory field; or
2. Supervisory experience involving supervision of professional laboratory personnel or as a laboratory director; or
3. Performance as a staff specialist in one or more of the technical areas of clinical or public health laboratory science. (Post-baccalaureate graduate work in clinical chemistry, medical microbiology, clinical laboratory technology or public health may be substituted on a year-for-year basis for not more than two years of the required general experience.)

**AND**

Education: Possession of a master's degree in clinical laboratory science clinical chemistry, medical microbiology, or public health.

**GENERAL QUALIFICATIONS:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

**EXAMINATION INFORMATION:** The examination will consist of a Multiple Choice Online Written Assessment and is the sole component of the Examiner II examination. To obtain a position on the eligible list, a minimum score of 70% must be received. The Multiple Choice Online Written Assessment is designed to elicit specific information regarding each candidate's knowledge, education, training, and experience relative to the testing classification. Responses to the questionnaire will be assessed based on pre-determined rating criteria. The Multiple Choice Online Written Assessment package will be emailed to the applicant in the form of a survey.

The California Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**SCOPE:** In addition to evaluating the candidate's relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring, relative to job demands, each competitor's:

**Knowledge of:**

1. Technical areas of clinical or public health Laboratory sciences, such as clinical chemistry, toxicology, bacteriology, immunology, mycology, hematology, parasitology, cytology, or virology, including principles, techniques, equipment and terminology used in the laboratory investigation of diseases.
2. The causes and methods of transmission and control of communicable diseases.
3. Current developments in clinical and public health laboratory sciences.
4. State and Federal laws and regulations relating to clinical and public health laboratories, biologics production, and proficiency testing services.
5. Use of available scientific information technology and available scientific resource materials.
6. Specific application of laws and regulations relating to clinical and public health laboratories, including principles and procedures involved in the investigation of violations and current developments in legislative action affecting clinical and public health laboratories and personnel.
7. General principles of effective leadership.

8. Principles and practices of organization and management as applied to a laboratory program or activity.

**Ability to:**

1. Perform clinical laboratory tests, microbiological analysis, or other specialized technical procedures.
2. Conduct surveys and investigations of clinical and public health laboratories, blood banks, and other specialized facilities with accuracy, thoroughness, and tact.
3. Interpret and apply laws and regulations to specific cases.
4. Communicate and consult with laboratory personnel and administrators.
5. Collect and organize data for hearings.
6. Organize specialized activities or programs.
7. Prepare complex reports, guidelines, and proposed regulations.

**ELIGIBLE LIST INFORMATION:** Possession of the entrance requirements does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained on the written test. A departmental open list will be established for use by the department(s) listed on this announcement. The list will expire **24** months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first.

**VETERANS' PREFERENCE:** Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veterans' preference; 2) An entrance examination is defined, under the law, as any open competitive examination; 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

**HOW TO APPLY FOR VETERANS' PREFERENCE:** The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at [www.jobs.ca.gov](http://www.jobs.ca.gov) and on the Application for Veterans' Preference form ([CalHR 1093](#)). Additional information is also available at the Department of Veterans Affairs website at [www.cdva.ca.gov](http://www.cdva.ca.gov).

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929      MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378      Sprint from voice telephone: 1-888-877-5379

**CONDITIONS OF EMPLOYMENT (631)**

**Examination Title:** Examiner II (LFS)

**FFD:** Continuous

**Name:** \_\_\_\_\_

(Print: first, middle initial, last)

If you are successful in your examination your name will be placed on the active employment list and certified to fill vacancies according to the conditions you specify on this form. If you are unwilling to accept work or do not reply promptly to communications your name will be placed on the inactive list.

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**Locations in which you are willing to work:**

Please indicate your choices - you will not be offered a job in locations not checked.

Contra Costa County (0700) \_\_\_\_\_

Los Angeles County (1900) \_\_\_\_\_

**TYPE OF EMPLOYMENT DESIRED:**

**ON A PERMANENT BASIS, I AM WILLING TO WORK:**

\_\_\_\_\_ Full Time      \_\_\_\_\_ Part Time (regular hours less than 40)      \_\_\_\_\_ Intermittent (on call)  
\_\_\_\_\_ Limited Term

**ON A TEMPORARY BASIS, I AM WILLING TO WORK:**

\_\_\_\_\_ Full Time      \_\_\_\_\_ Part Time (regular hours less than 40)      \_\_\_\_\_ Intermittent (on call)  
\_\_\_\_\_ Limited Term

It is your responsibility to notify the Department of Public Health, Selection and Certification Unit, of any changes in your address or availability for employment. All correspondence must include your examination title, identification number and Social Security number.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_